

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Human Resources Department

SUBMITTAL DATE:
July 22, 2008

SUBJECT: Request Sole Source Purchase of Lominger Materials

RECOMMENDED MOTION: 1) Approve the proposed purchase of a variety of competency-related materials and reports from Lominger Ltd.: an annual subscription to the Success Profile Architect, IP (intellectual property license) Competencies, and IP Performance dimensions, without securing competitive bids in accordance with Ordinance 459.4 in the amount of \$90,000 and; 2) authorize the Purchasing Agent to renew the award annually for up to two additional one-year periods in an annual amount no to exceed \$45,000.

BACKGROUND: The County of Riverside is continuing to evolve in its approach to organization and leadership development. An integral part of this development involves utilization of competency-based job descriptions, testing, hiring, performance evaluation, and supervisory, management and leadership development. Now that the Performance Management System has begun county-wide implementation, it is crucial for supervisors, managers, and Human Resources staff to understand the competency-based system.

Ronald W. Komers
Asst. County Executive Officer/Human Resources Dir.

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 90,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 19,800	Budget Adjustment:	No
	Annual Net County Cost:	\$ 45,000	For Fiscal Year:	2008/09

SOURCE OF FUNDS: HR Rate	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY:
Elizabeth J. Olson

County Executive Office Signature

- Policy
- Policy
- Consent
- Consent

Dept' Recomm.:
Per Exec. Ofc.:

Prev. Agn. Ref.: | **District:** | **Agenda Number:**

BACKGROUND continued:

Competencies drive the majority of job success; knowing which ones are critical, being able to recruit, managing performance and developing a focused range of competencies enhances performance and lays the groundwork for succession. Lominger Ltd. is the validated and integrated suite of tools, instruments and support materials available that cover the gamut of Human Resource management.

For five years, the Leadership Initiative has been utilizing the leadership feedback reports and support materials from Lominger as the foundation for focused leadership development, in addition to assisting with competency-based recruiting and selection activities. As the oldest and most respected leadership development research firm in the world, all Lominger materials are research-based and experience-tested. As the County is rolling out a new Performance Management System, Lominger tools will serve as invaluable reference material for departments introducing competency-based performance management for the first time. The bottom line result is that all areas of human resource management will utilize the same language, tools, and measurement for all HR/people systems.

PRICE REASONABLENESS

The County would be purchasing directly from Lominger, the creator of the products, as opposed to resellers whose prices are higher. In addition, if the County purchases in quantity, price breaks are available which are of paramount concern when money is tight. There is no other comprehensive set of materials on the market, and individuals receive tremendous value from this investment.

We recommend sole source approval to purchase the materials to continue and to expand the County's total systems approach to Human Resources recruiting, developing, and performance managing.

Date: July 22, 2008
From: Ron Komers Department/Agency: HR
To: Board of Supervisors
Via: Purchasing Agent
Subject: Sole Source Procurement; Request for Lominger, Ltd.

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

Supply/Service being requested: **Development and training materials**

Supplier being requested: **Lominger Ltd.**

Alternative suppliers that can or might be able to provide supply/service: **None**

Extent of market search conducted: **Extensive**

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide: **The County has been utilizing Lominger Ltd. materials, the only validated comprehensive suite of tools on the market, for 5 years in the Leadership Initiative.**

Reasons why my department requires these unique features and what benefit will accrue to the county: **Extensively researched, validated, and experience-tested materials are important to maintaining the quality and integrity of human resources processes. In addition, the materials enable the County to enhance the original investment over the last 5 years by adding complementary processes that speak the same language and can therefore result in a fully integrated systems approach to Human Resources activities.**

Price Reasonableness: **Fair market value**

Does moving forward on this product or service further obligate the county to future similar contractual arrangements? **No**



Department Head Signature

Date

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Purchasing Agent

Date